

**BACKGROUND**

The Pre-Disaster Mitigation (PDM) program will provide funds to states, territories, Indian tribal governments, and communities for hazard mitigation planning and the implementation of mitigation projects prior to a disaster event. Funding these plans and projects reduces overall risks to the population and structures, while also reducing reliance on funding from actual disaster declarations. This is an overview of the fiscal year (FY) 2006 Pre-Disaster Mitigation program.

USES OF FUNDS

Funds: PDM grants are awarded on a competitive basis and without reference to state allocations, quotas, or other formula-based allocation(s) of funds. Congress has appropriated \$50 million for competitive grants, technical assistance, and program support for the FY 2006 PDM program. Availability of PDM funds is dependent upon reauthorization of the program, expected by December 31, 2005.

Eligible Activities:

- Mitigation planning: \$1M cap on Federal share, not to exceed 3 years
- Mitigation projects: \$3M cap on Federal share, not to exceed 3 years
- Information dissemination activities: not to exceed 10%, must directly relate to planning or project sub-application
- Applicant management costs: not to exceed 10%
- Sub-applicant management costs: not to exceed 5%

Cost-share: At least 25% non-Federal cost share. Small, impoverished communities may be eligible for up to a 90% Federal cost-share.

KEY POINTS**Ineligible Project Activities:**

- Major flood control projects
- Water quality infrastructure projects
- Projects that address ecological issues related to land and forest management
- Warning and alert notification systems
- Phased or partial projects
- Studies that do not result in a project (*e.g.*, engineering designs, feasibility studies, or drainage studies that are not integral to a proposed project)
- Flood studies or flood mapping
- Dry flood proofing of residential structures
- Generators for non-critical facilities
- Demolition/rebuild projects
- Projects that solely address a manmade hazard
- Response and communication equipment
- Projects that solely address maintenance or repairs of existing structures, facilities, or infrastructure (*e.g.*, dredging and removal)
- Localized flood control projects that do not protect a critical facility
- Any project for which another Federal agency has primary authority

Planning Activities:

Eligibility for a project grant is dependent on the Applicant and Sub-applicant having a FEMA-approved hazard mitigation plan by the last date of National Evaluation. The outcome of a mitigation planning sub-grant award must be a FEMA-approved hazard mitigation plan that complies with the requirements of 44 CFR Part 201. The planning grant deliverable can be a new hazard mitigation plan, an upgrade of an existing FEMA approved hazard mitigation plan or an update of an already FEMA-approved hazard mitigation plan.

ELIGIBILITY REQUIREMENTS

Applicant Eligibility: Only the state emergency management agencies or a similar office (*i.e.*, the office that has emergency management responsibility) of the state, the District of Columbia, the U.S. Virgin Islands, the Commonwealth of Puerto Rico, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands, as well as Federally-recognized Federally-recognized Indian tribal governments are eligible to apply to FEMA for assistance as Applicants under this program. Each state, territory, or Indian tribal government shall designate one Agency to serve as the Applicant for this program. **Each Applicant may submit a maximum of five sub-applications (planning and/or projects) and one sub-application for Applicant management costs.**

Sub-applicant Eligibility: The following entities are eligible to apply to the Applicant for assistance: state-level agencies including state institutions (*e.g.*, state hospital or university); Federally-recognized Federally-recognized Indian tribal governments; local governments, including state-recognized Indian tribes, authorized Indian tribal organizations, and Alaska Native villages; public colleges and universities; and Indian tribal colleges and universities. Private non-profit (PNP) organizations and private colleges and universities are not eligible Sub-applicants; however, an eligible, relevant state agency or local government may apply to the Applicant as the Sub-applicant for assistance to benefit the private entity.

APPLICATION PROCESS

Application Process: FEMA requires Applicants to use the electronic grant (*eGrants*) management system. Only PDM grant applications submitted through the *eGrants* system will be accepted. If a Sub-applicant does not use the *eGrants* system, the Applicant MUST enter the Sub-applicant's paper sub-application(s) into the *eGrants* system on their behalf using the Paper Sub-application Intake function. Paper planning and project sub-applications that follow the *eGrants* format are available in the *eGrants* system for Sub-applicants to use. Applicants MUST provide an original and two copies of any paper supporting documentation that cannot be electronically attached to the *eGrants* application (*e.g.*, engineering drawings, photos, maps).

Benefit-Cost Analysis: A Benefit-Cost Analysis (BCA) is required for all mitigation project sub-applications and must be completed by Applicants/Sub-applicants. A BCA will be required for all properties, including substantially damaged structures. The pilot alternate determination of cost-effectiveness may be used for certain insured NFIP repetitive flood loss properties.

Technical Assistance: FEMA will provide technical assistance by answering general questions about the PDM program, as well as providing general technical assistance related to project engineering feasibility, Benefit-Cost Analysis, and Environmental/Historic Preservation compliance. However, in no case will technical assistance involve conducting a Benefit-Cost Analysis, or reviewing project-specific information for completeness or technical feasibility.

KEY POINTS

NFIP Participation: All Applicants and Sub-applicants must be participating in the National Flood Insurance Program (NFIP) if they have been identified through the NFIP as having a Special Flood Hazard Area (a Flood Hazard Boundary Map (FHBM) or Flood Insurance Rate Map (FIRM) has been issued). In addition, the Applicant/Sub-applicant must not be on probation, suspended or withdrawn from the NFIP. Applicants/Sub-applicants that are not mapped or have not been issued a map are eligible.

Mitigation Plan Requirement: In order to receive project grants, all Applicants MUST have a FEMA-approved State/Tribal Standard or Enhanced hazard mitigation plan by **April 14, 2006**, to be eligible to receive project grant funding under the PDM program in accordance with 44 CFR Part 201. In addition, all Sub-applicants MUST have a FEMA-approved hazard mitigation plan by the last day of National Evaluation to be eligible to receive project grant funding under the PDM program. PDM planning grants will continue to be available to Applicants and Sub-applicants that do not have a FEMA-approved hazard mitigation plan to enable them to meet the planning requirements.

KEY POINTS

Application Period: Applicants must submit an **FY 2006 PDM grant application to the appropriate FEMA Regional Office by March 3, 2006, at 11:59:59 p.m. Eastern Standard Time.**

FY 2006 PDM Guidance: FY 2006 PDM guidance document and additional guidance materials, such as a model planning scope of work, Benefit-Cost Analysis Guidelines, and engineering case studies, are available on the FEMA web page: <http://www.fema.gov/fima/pdm> or from the FEMA Regional Office.

eGrants: FEMA will provide technical assistance regarding the *eGrants* system through the *eGrants* Helpdesk: 1-866-476-0544 or mtegrants@dhs.gov.

Project Technical Assistance Helplines: Technical assistance for engineering feasibility, Benefit-Cost Analysis, and Environmental/ Historic Preservation compliance is available through the Technical Assistance Helpline: 1-866-222-3580 or enghelpline@urscorp.com, bchelp@urscorp.com, and ehhelpline@urscorp.com.

APPLICATION REVIEW	KEY POINTS
<p>Application Review: FEMA will review all applications to ensure the following:</p> <ul style="list-style-type: none"> Eligibility of the Applicant/Sub-applicant Eligibility of proposed planning activities and costs Completeness of the sub-application Consistency of the proposed planning activity with the goals and objectives of the Applicant's State/Tribal hazard mitigation plan Adequacy of the justification for the proposed planning activity if the Sub-applicant already has a FEMA-approved hazard mitigation plan or has already received a planning grant Completeness of Scope of Work Completeness of the Cost Estimate and consistency with the Scope of Work Eligibility and availability of non-Federal cost share Complete responses to Evaluation Information section questions for National Ranking and Evaluation, including the assessment of the frequency and severity of hazards. 	<p>Elimination Criteria:</p> <ul style="list-style-type: none"> ▪ Ineligible Applicant/Sub-applicant ▪ Applicant/Sub-applicant mapped through the NFIP, but not participating or on probation, suspended or withdrawn from the NFIP ▪ Incomplete application ▪ Ineligible activities ▪ Mitigation projects from Applicants/Sub-applicants that do not have approved hazard mitigation plans ▪ Mitigation projects that are determined not to be feasible and/or effective at solving the problem for which they were designed ▪ Mitigation projects with a Benefit-Cost Ratio less than 1.0 ▪ Mitigation projects without a BCA or with inadequately documented BCA ▪ Missing cost-share funding <p>Sub-applications that do not satisfy the eligibility and completeness requirements will be removed from consideration.</p>
RANKING PROCESS	KEY POINTS
<p>National Ranking: FEMA will score all eligible planning and project sub-applications on the basis of predetermined, objective, quantitative factors to calculate a National Ranking Score. National Ranking factors are:</p> <ul style="list-style-type: none"> • The priority given to the sub-application by the Applicant in their PDM grant application • Assessment of frequency and severity of hazards (planning) • Whether the Applicant has a FEMA-approved Enhanced State/Tribal hazard mitigation plan by the application deadline • Whether the Sub-applicant has a FEMA-approved local mitigation plan by the application deadline (project) • Whether the project protects critical facilities (project) • The percent of the population benefiting, which equals the number of individuals directly benefiting divided by the community population (project) • Community mitigation factors such as Community Rating System class, Cooperating Technical Partner, participation as a Firewise Community, and adoption and enforcement of codes including the International Code Series and National Fire Protection Association 5000 Code, as measured by the Building Code Effectiveness Grading Schedule • Status of the local Sub-applicant as a small, impoverished community 	<p>National Ranking: Sub-applications will be sorted in descending order based on the National Ranking scores. FEMA will forward from the National Ranking to the National Evaluation the highest scoring sub-applications representing not less than 150% of available funds.</p>

EVALUATION PROCESS	KEY POINTS
<p>National Evaluation: National panels chaired by FEMA and composed of representatives from FEMA Headquarters and Regions, other Federal agencies, states, Federally-recognized Indian tribal governments, territories, and local governments will convene to evaluate planning and project sub-applications on the basis of additional pre-determined qualitative factors. National Evaluation factors are:</p> <ul style="list-style-type: none"> ▪ Thoroughness of SOW to describe the methodology for completing the proposed mitigation plan (planning) ▪ Potential benefits of the proposed mitigation planning process to constituents (planning) ▪ Strategy for completing the proposed mitigation project (project) ▪ Sufficient staff and resources for implementation of the proposed mitigation planning process or proposed mitigation project ▪ Viability of the proposed mitigation project (project) ▪ Durability of the financial and social benefits that will be achieved through the proposed mitigation project (project) ▪ Identification of appropriate and useful performance measures to assure the success of the proposed mitigation activity ▪ Protection of critical facilities (project) ▪ Leveraging of Federal/State/Tribal/territorial/local/private partnerships to enhance the outcome of the proposed activity ▪ Description of unique or innovative outreach activities appropriate to the planning process (e.g., press releases, success stories) that advance mitigation and/or serve as a model for other communities (planning). <p>Inclusion of outreach activities appropriate to the proposed mitigation project (project)</p>	<p>National Evaluation: Sub-applications will be sorted in descending order based on the National Evaluation and Confidence Rating scores. The highest scoring project sub-applications representing approximately 150% of available funding will be forwarded to the Technical Review.</p>
TECHNICAL REVIEW	KEY POINTS
<p>Technical Review: FEMA will conduct the following technical reviews for the highest scoring project sub-applications representing approximately 150% of available funding:</p> <ul style="list-style-type: none"> ▪ Benefit-Cost Analysis ▪ Engineering Feasibility 	<p>Technical Review: Project sub-applications that do not meet cost-effectiveness and engineering feasibility requirements will be removed from consideration and will not be selected for further review.</p>
AWARD PROCESS	KEY POINTS
<p>Selection/Award: The Approving Federal Official at FEMA Headquarters shall consider the National Evaluation Score, the comments and recommendations from independent panelists, and any other pertinent information in determining which sub-applications are selected for further review up to the amount of funds available for the program. Sub-applications shall be awarded in order unless a sub-application is justified for selection out of rank order based upon one or more of the following factors:</p> <ul style="list-style-type: none"> ▪ Availability of funding ▪ Balance/distribution of funds geographically or by type of recipient ▪ Duplication of sub-applications ▪ Program priorities and policy factors ▪ Other pertinent information 	<p>Environmental Review: FEMA will complete the environmental/historic preservation compliance review for projects selected for further review as part of pre-award activities. Funds will NOT be awarded and the project can NOT be initiated until FEMA has completed the environmental/historic preservation review.</p> <p>Unsuccessful Applications: FEMA will notify Applicants of sub-applications that do not satisfy completeness and eligibility requirements; sub-applications that are not forwarded to National Evaluation following the National Ranking; and sub-applications that are not selected for further review by the Approving Federal Official.</p>